

New Hampshire Department of Health and Human Services Substance Use Disorder Treatment and Recovery Support Services



ADDENDUM #2 RFP # 16-DHHS-DCBCS-BDAS-03

On November 3, 2015, the New Hampshire Department of Health and Human Services published a Request for Proposals seeking proposals from vendors to provide Substance Use Disorder Treatment and Recovery Support Services statewide to children and adults who: have a substance use disorders; have income below 400% Federal Poverty Level; are residents of New Hampshire; or are homeless in New Hampshire.

Delete Section 1.1 Purpose and Overview and replace with:

1.1 Purpose and Overview

This Request for Proposals is published to solicit proposals from Vendors who can provide Substance Use Disorder Treatment and Recovery Support Services statewide for children and adults who:

- Have substance use disorders; and
- Have income below 400% Federal Poverty Level; and
- Are Residents of New Hampshire; or
- Are homeless in New Hampshire.

Substance use disorders occur when the use of alcohol and/or drugs causes clinically and functionally significant impairment, such as health problems, disability, and failure to meet major responsibilities at work, school, or home. The existence of a substance use disorder is determined using Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (DSM 5) criteria.

Substance Use Disorder Treatment and Recovery Support Services can be provided through an array of services to:

1. Significantly reduce alcohol and drug misuse and its social, health and behavioral consequences.
2. Ensure the delivery of effective and coordinated treatment and recovery support services.
3. Minimize geographic and other barriers to clients being able to access a full array of Substance Use Disorders Treatment and Recovery Support Services.

The Department requires prospective Vendors to provide one or more of the following services:

- Outpatient Treatment
- Intensive Outpatient Treatment
- Partial Hospitalization
- Transitional Living Services
- Low-Intensity Residential treatment
- High-Intensity Residential Treatment for Adults
- Medium Intensity Residential Treatment for Adolescents (under the age of 18)
- Integrated Medication Assisted Treatment Services
- Withdrawal Management

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Though not required, the Department seeks Vendors who are proposing at least one of the above services to consider providing one or more of the following:

- Crisis Services;
- Recovery Support Services such as:
 - Specialized services, such as transportation or child care, that remove barriers to a client's participation in treatment
 - Other non-clinical services to remove or reduce a client's barrier to recovery;
- Hepatitis C Virus Counseling, Testing, and Referral Services

The Department will give preference to Vendors who are able to provide all services listed above. Vendors may provide all or some of the services themselves or through cooperative agreements with other providers (See Section 6.9 Collaborative Proposals).

Add to Section 1.2 Definitions:

Clinical Evaluation: A Clinical Evaluation is a biopsychosocial evaluation completed in accordance with Technical Assistance Publication (TAP) 21: Addiction Counseling Competencies, available at <http://store.samhsa.gov/product/TAP-21-Addiction-Counseling-Competencies/SMA15-4171>.

New Hampshire Resident: A New Hampshire resident is defined as a person residing in New Hampshire regardless of how long they have resided in New Hampshire or whether or not they have a fixed or permanent address.

Screening Positive for Substance Use Disorder: Screening positive for a Substance Use Disorder means that the individual is likely to meet the Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (DSM 5) criteria for a Substance Use Disorder. If the client screens positive, a clinical evaluation will be required to determine if the client does in fact meet DSM 5 criteria for a Substance Use Disorder.

Substance Use Disorder: An individual is diagnosed as having a Substance Use Disorder according to the Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (DSM 5).

Delete Section 3.1.1 and replace with:

- 3.1.1 The general population to be served are children and adults who:
- Have a substance use disorders; and
 - Have income below 400% Federal Poverty Level; and
 - Are Residents of New Hampshire; or
 - Are homeless in New Hampshire.

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Delete Section 3.2.2.2 and replace with:

3.2.2.2. Recovery Support Services such as:

1. Enhanced services remove barriers to a client's participation in treatment or recovery or reduce or remove threats to a client's maintaining participation in treatment and/or recovery such as transportation or child care.
2. Other non-clinical services such as but not limited to parenting, job search, financial management, skills development, and paraprofessional counseling services by:
 - a. A Certified Recovery Support Worker (CRSW) under the supervision of a Masters Licensed Alcohol and Drug Counselor (MLADC); or
 - b. A Certified Recovery Support Worker (CRSW) under the supervision of a Licensed Alcohol and Drug Counselor (LADC) with a Licensed Clinical Supervisor (LCS); or
 - c. A MLADC or LADC

Delete Section 3.2.1.8 and replace with:

3.2.1.8. Withdrawal Management services as defined as ASAM Criteria, Levels 1-WM as an outpatient services and/or 3.7-WM as a residential service. Withdrawal Management services provide a combination of clinical and/or medical services utilized to stabilize the client while they are undergoing withdrawal.

Delete Section 3.2.1.3 and replace with:

3.2.1.3. Partial Hospitalization as defined as ASAM Criteria, Level 2.7. Partial Hospitalization services provide intensive and structured individual and group alcohol and/or other drug treatment services and activities to individuals with substance use and moderate to severe co-occurring mental health disorders, including both behavioral health and medication management (as appropriate) services to address both disorders. Partial Hospitalization is provided to clients for at least 20 hours per week according to an individualized treatment plan that includes a range of outpatient treatment services and other ancillary alcohol and/or other drug services.

Delete Question 1.7 (Q1.7) and replace with:

Q1.7 The evidence-based practice used; and the type of medication used when providing Medication Assisted Treatment Services in Section 3.2.1.7.

Delete Section 3.3.1.1 and replace with:

3.3.1.1. Have direct contact (face to face communication by meeting in person, telephone or electronically) with an individual within two (2) business days from the date that individual (defined as a non-client, existing client, other provider, or any other person or entity) contacts the Contractor for Substance Use Disorder Treatment and Recovery Support Services.

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Delete Section 3.3.1.4 and replace with:

- 3.3.1.4. Complete an ASAM Level of Care Assessment immediately after the initial screening in (Section 3.3.1.2) using the ASI Lite module, in WITS or in another electronic medical/health record system, when the individual is determined probable of being eligible for services under this contract and probable of having a substance use disorder.
- 3.3.1.4.1. An ASAM Level of Care Assessment is not required for Crisis Services, Transitional Living or for Recovery Support Services.
- 3.3.1.4.2 The Contractor shall make the data from the ASI Lite available to the Department upon request and in a format approved by the Department, when using an electronic medical/health record system other than WITS.

Delete Section 3.3.2.1 that reads:

- 3.3.2.1. The individual is age 12 and older.

Add Section 3.3.7

- 3.3.7 The Contractor shall obtain consent from individuals prior to providing services as follows:
- 3.3.7.1 For individuals whose age is 12 and older, the Contractor is required to obtain consent from the individual themselves; or
- 3.3.7.2 For individuals whose age is under 12, the Contractor is required to obtain consent from the individual's parent or legal guardian.

Delete Section 3.6.2.2 and replace with:

- 3.6.2.2. For Residential Treatment Services, the Contractor shall provide the services at its Department licensed location(s). Medically monitored, residential withdrawal management services may be required by the Department's Bureau of Health Facilities Administration to meet higher facilities licensure standards. The Vendor is responsible for ensuring that the facilities where services will be provided meet all applicable standards.

Delete Section 7.2.2.6 and replace with:

7.2.2.6. Bidder's References

The Proposal must include relevant information about at least three (3) similar or related contracts or subcontracts awarded to the Bidder. Particular emphasis should be placed on previous contractual experience with government agencies. DHHS reserves the right to contact any reference so identified. The information must contain the following:

- Name, address, telephone number, and website of the customer
- A description of the work performed under each contract
- A description of the nature of the relationship between the Bidder and the customer
- Name, telephone number, and e-mail address of the person whom DHHS can contact as a reference
- Dates of performance

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Delete Section 7.2.2.7 and replace with:

7.2.2.7. Staffing and Resumes

Each Bidder shall submit an Organizational Chart and a staffing plan for the program. For persons currently on staff with the Bidder, it shall provide names, title, qualifications and resumes (See #1 below). For staff to be hired, Bidder shall describe the hiring process and the qualifications for the position and the job description. The State reserves the right to accept or reject dedicated staff individuals.

1. Resumes are required only for key staff, which includes:
 - Agency Key, Administrative staff such as the CEO, CFO, Executive Director
 - Program Directors
 - Licensed or certified staff (include a copy of each staff's license or certificate)
 - Any other staff person for whom 10% or more of their regular job functions include direct client interaction.

Delete Section 7.2.3.3 and replace with:

7.2.3.3. Required Attachments

The following are required statements that must be included with the Proposal. The Bidder must complete the correlating forms found in the RFP Appendices and submit them as the "Required Attachments" section of the Proposal.

Bidder Information and Declarations will include:

- Budget – Appendix C, only for Vendors proposing to provide Crisis Services and/or Enhanced Services, and Budget Narrative (a brief summary explaining the cost bid).
- Responses to Questions from Section 4.5.5.2